

**ASSET & SERVICES COMMITTEE****SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Monday 26<sup>th</sup> February 2018** at 7.30pm

Present: Councillors Coote, K Eden, Fairhurst, Freeman, Grimshaw and Perry

Also, Present: Lisa Courtney Town Clerk

A & S 385-18	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Councillors Asker, Hibbs and Morris</p>
A & S 386-18	<p><b>Declarations of Interest</b></p> <p>Cllrs Fairhurst and Freeman declared a generic non-pecuniary interest as District Councillors for Uttlesford District Council (UDC).</p> <p>Councillors Fairhurst &amp; Grimshaw declared an interest as minute reference A &amp; S 389-18 as vice presidents of the cricket club</p>
A & S 387-18	<p><b>Public Speaking Time</b></p> <p>There were no members of the public present.</p>
A & S 388-18	<p><b>Minutes of the last meeting of the Assets &amp; Services Committee held on 22<sup>nd</sup> January 2018</b></p> <p>The minutes of the Assets &amp; Services Committee meeting held on 22<sup>nd</sup> January 2018 were accepted as a true and accurate record of the meeting and signed by the Chair.</p>
A & S 389-18	<p><b>Proposed New Water Supply Works for the SW Football Club and Cricket Club</b></p> <p>A request has been received from The Football and Cricket Clubs to install new water pipes which would provide both clubs with much needed improvements to the water pressure.</p> <p>The specifics of the proposals are not yet known and will be progressed further by the Clubs if the Town Council were to grant outline consent for the installation of new pipes, subject to approval of final plans.</p> <p>Committee was requested to consider outline consent to these proposed work, subject to approval of final plans. An outline consent would allow the Clubs to progress further with any proposals.</p> <p>A copy of the request letter from the Football / Cricket Club was attached to the agenda along with an initial response from the Town Clerk to the Club.</p>

Signed as a true and accurate record .....

Minutes of Assets & Services Committee 26<sup>th</sup> February 2018

	<p><b>Resolved:</b> Councillors Fairhurst and Grimshaw declared an interest in this item as involved with the Cricket Club. Committee felt more information was required regarding the relationship of the Football / Cricket Club and their responsibility to supply water, before any consent is given. Committee asked if they could come back and present to Committee the information requested.</p>
A & S 390-18	<p><b>Tourist Information Centre</b></p> <p>Committee received and gave thanks for a written monthly update of the activities of the TIC – details were attached to the agenda. This is the same information as also presented to the F &amp; E Committee. The report of the twinning visit with Bad Wildugung will be carried forward to the March Full Council meeting.</p>
A & S 391-18	<p><b>Saffron Walden Market – Best Small Outdoor Market Award</b></p> <p>Committee were asked to formally note that Saffron Walden has won the Best Small Outdoor Market Award from the National Association of British Market Authorities. A press release was issued at the time of winning the award along with photos and it is also appropriate for this Committee to formally recognise the Award</p> <p>Committee noted that a letter of congratulations has been received from local residents who note <i>“we shall be grateful if you will convey to the Council and all those involved with the Market, our warmest congratulations upon the award of “Best Small Outdoor Market” for 2018.</i></p> <p><i>In recent years the market has expanded and we appreciate the wide range of goods and services on offer. The current layout is a great improvement and much easier to use.</i></p> <p><i>None of this would have been achieved without the dedication and sheer hard work of the Council’s staff, to whom we send our grateful thanks”</i></p> <p><b>Resolved:</b> Committee noted the award and the communications from the public regarding this. Thanks were given to the staff.</p>
A & S 392-18	<p><b>Christmas Lights 2018</b></p> <p>In accordance with Min Ref A &amp; S 381-18, the Christmas Lights Working Group met on 24<sup>th</sup> January 2018 and acting under delegated authority, awarded a Christmas Lights contract for 3 years to Lite for a total of £31,265 per annum against a budget of £32,000. A further report is as attached.</p> <p><b>Resolved:</b> The Town Clerk gave an update further to the report and the Committee thanked the working group for their work in agreeing a contract for the lights.</p>
A & S 393-18	<p><b>Christmas Lights Switch on and Events 2018</b></p>

Signed as a true and accurate record .....

Minutes of Assets & Services Committee 26<sup>th</sup> February 2018

	<p>The Committee received a verbal update from the Town Clerk regarding plans and preparations for the 2018 event including details of timings, dates and proposals from Wintasia</p> <p><b>Resolved:</b> The Town Clerk reported that the Christmas Lights switch on has been moved to Sunday 2<sup>nd</sup> December. Different ideas to improve the event of Late Night Shopping and the Christmas Light Switch on were suggested by the Committee, these will be looked into and updates given.</p>
A & S 394-18	<p><b>UK Heritage Award</b></p> <p>Committee were asked to note that Bridge End Gardens is on the shortlist for the 2018 UK Heritage Awards and the Mayor along with BEG Staff will attend an award ceremony on 6<sup>th</sup> March where the winners and any commendations will be announced (2 x tickets are provided complimentary from the award organisers).</p> <p><b>Resolved:</b> Committee noted that Bridge End Gardens has been shortlisted for a 2018 UK Heritage Award. Thanks were given to Judith Thompson from the Tourist Information Office for nominating Bridge End Gardens.</p>
A & S 395-18	<p><b>Footpath Across the Common</b></p> <p>Committee were asked to note that the lights are currently being installed along the footpath and a number of positive comments have been received from the public regarding this initiative, especially appreciating the design and style of the lamp columns.</p> <p><b>Resolved:</b> Committee noted the update given and will carry forward to the next meeting naming the footpath.</p>
A & S 396-18	<p><b>Golden Acre Community Centre Roof</b></p> <p>As requested from the previous meeting, Committee was requested to receive and note hiring details for Golden Acre Community Centre, noting the almost full capacity of the centre.</p> <p><b>Resolved:</b> It was noted the range of services and activities at the Golden Acre and the comment was made that more provisions like this were needed in Saffron Walden, maybe along Little Walden Road or near Ridgeons.</p>
A & S 397-18	<p><b>Urgent Information Items</b></p> <p>It was noted that there were 2 homeless people now in Saffron Walden.</p>
A & S 398-18	<p><b>Date and time of Next Meeting</b></p> <p>Monday 26<sup>th</sup> March 2018, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 8.45pm